



## **Minutes of the 2023 Annual Meeting of the German Language Division**

The Meeting of the German Language Division (GLD) was held on Friday, September 22, 2023 from 5:00 pm to 6:08 pm online prior to ATA64 in Miami, chaired by Administrator Karen Leube with Acting Assistant Administrator Robin Limmeroth present to take minutes and 39 GLD members in attendance.

The agenda for the meeting was made available (in the “Files” section of the listserv as communicated in a mail to the listserv on September 19, 2023 and added to the meeting chat, with a slimmed-down version shown during the meeting as a screenshare). Robin Bonthron moved to accept the agenda, seconded by Jutta Diel-Dominique. Ruth Boggs moved to accept the minutes to last year’s Annual Meeting on October 3, 2022 online, seconded by Gerhard Preisser. All minutes of Annual Meetings of past years are available for download on the GLD website under the heading “GLD Archive.”

### **GLD OVERVIEW:**

Karen began the meeting with a brief overview of the German Language Division, explaining the objectives of the GLD as an ATA Division (providing opportunities for professional education and enrichment to Division members), which are met by providing services including the following core services:

- **Division leadership:**
  - Leadership update: In November 2022, Carlie Sitzman stepped down as Administrator, Karen Leube moved from the position of GLD Assistant Administrator to become Administrator, then appointed Robin Limmeroth Acting Assistant Administrator. Karen also appointed a new Leadership Council (LC).
  - With these changes, an extra GLD Meeting of All Members was held on December 6, 2022 (Minutes available on the GLD website under “Archive”) to discuss and report on various topics, including the introduction of the new GLD leadership.
  - Participation in ATA leadership activities: Quarterly reports to ATA Board of Directors, quarterly GLD LC meetings in the run-up to the Board meetings, quarterly Leadership Summit meetings, meetings with updates to HQ as needed.
  - Some GLD LC members also serve as members of other divisions’ leadership councils (e.g., Heike Holthaus is the Science and Technology Division Assistant Administrator, Karen Leube is on the Language Technology Division Leadership Council).
  
- **GLD events at the ATA 64<sup>th</sup> Annual Conference**
  - Report on sessions at the 64th Annual Conference – three GLD members, Jacqueline Jugenheimer, Michael Schubert, and Jill Sommer, had sessions accepted (Note: As Jill is unable to attend, Karen will be holding Jill’s presentation, so as to avoid losing one of the only 3 GLD track sessions). Members were encouraged to submit sessions for consideration next year. These sessions are from members for members, and people are strongly encouraged to share their knowledge. The GLD Digital Events Coordinators offered a session on presenting in April.
  - Report on new formats: There are new formats available as of this year, including 15-minute micro-sessions and professional forums.



- Report on the Professional Forum and GLD 2023 Business Survey: In response to the changes in the German T&I sector reported by GLD members, Karen submitted a proposal for a GLD Professional Forum titled “Keeping Up with the Evolving DE<->EN T&I Market.” A survey was sent out to all GLD members, the results of which will be reported in the forum, along with an opportunity for discussion in break-out groups. Members who have not yet responded are encouraged to take the survey, which is open until September 25<sup>th</sup>.
- Report by Robin Limmeroth on the GLD Networking Dinner at the 64<sup>th</sup> Annual Conference: Thursday, October 26, 2023 from 7:30-10:00 pm at Crazy About You, which is on the waterfront and within walking distance of the hotel. \$76 plus the ticket fee gets you a welcome glass of wine, starter, appetizer, salad, and main course, as well as free soft drinks. There are still spaces left, sign-up is open until Sept. 30.
- Report on MT Breakfast Meetup at the 64<sup>th</sup> Annual Conference: This meetup was held for the 1<sup>st</sup> time last year, hosted by the Language Technology Division (LTD). At this point in the GLD meeting, Daniel Sebesta was asked to briefly talk about the LTD (the LTD discusses different sides of technology issues—not just for pros, there is a pre-conference social next week (the QR code was shared), and the LTD will be holding a professional forum right before the GLD Forum on Saturday morning).

Karen also reported that there will be a new Divisions Administrator, Andy Benzo, who is also an ATA Board member, and expressed the hope for increased interdivisional activity and future synergies between divisions.

Karen informed GLD members that the GLD Leadership Council would like to have their input regarding activities in the coming year, and to please contact Karen or Robin with any ideas.

### **LEADERSHIP COUNCIL MEMBER REPORTS**

- **Report on *interaktiv* (Marion Rhodes, Sabine Seiler, report delivered by Karen Leube)**
  - *interaktiv* is published twice a year. The year’s first issue in the spring was under the theme “MT & AI – Friend or Foe?” and if members have not yet read it, they are encouraged to download it from the GLD website and read it. The second issue of 2023 is about to be published and will focus on diversifying your services to adapt to the changing market.
  - The editorial team currently consists of 12 people: Editor-in-Chief: Marion Rhodes, Co-Editor: Sabine Seiler (currently shadowing Marion), Copyeditors: Melissa Kostelecky, Annett Kuester, and Ivonne Reichard-Novak, Proofreaders: Kimberly Scherer, Ute Kegel, Jill R. Sommer, and Randal Gernaat, Calendar Editor: Stella Waltemade, Book Review Coordinator: Rosalie Henke, and Design & Layout Editor: Daniela Radivo Harder.
  - The *interaktiv* staff also includes a team of contributing writers, and *interaktiv* is always looking for fresh blood and new ideas, with articles published in English and German. Anyone interested in joining the editorial team or writers pool, please contact Marion at [marion.rhodes@gmail.com](mailto:marion.rhodes@gmail.com).
  - They are also particularly looking for more people willing to review books for *interaktiv*. If you’ve read anything related to our industry, writing, grammar, the German or English language, or otherwise useful to further our skill set, please contact Rosalie about writing a review at [translation@rosaliehen.ke](mailto:translation@rosaliehen.ke).



- GLD members were encouraged to send in any translation-, interpreting-, or language-related blog posts members may have written, for re-publishing in *interaktiv*.
- In her report, Marion expressed her thanks to everyone working hard to make the newsletter a success, stating that *interaktiv* is known as one of the best, if not the best, newsletter among the ATA divisions, and that's only because we have people willing to write interesting articles and invest time making sure our newsletter is error-free and visually appealing.
- Karen praised the fantastic job the *interaktiv* staff is doing.
- **Report from the New Member Coordinator (Kristina Cosumano)**
  - , Kristina reported that since her last report to the Leadership Council in July 2023, she has communicated with at least four translator/interpreters about the advantages of ATA membership, GLD membership, and how to get the most out of these. Her contacts included a friend and ATA member who had already joined the GLD at some point, who was unaware of any online activities, a new ATA member interested in joining the GLD, a new GLD member who wanted to “report in” that she had just joined, and a German translator considering ATA membership. This translator was particularly interested in the Miami conference and details about ATA certification, and joined ATA and GLD as a result of her conversation with Kristina.
  - Kristina sends each contact an adaptation of a template message that includes the links to our social media accounts, listserv, and social social/coworking event information, as well as a mention of the GLD Members in Europe workshops if the contact lives in Europe.
  - As New Member Coordinator, Kristina is only able to only inform new GLD members when they contact her. Divisions are not informed when ATA members join divisions.
  - Kristina spoke about her own experiences, having joined the GLD in 2015 upon joining ATA, but not being very active at first, and now enjoying being very active in the Division.
- **Report from the Collaboration Pool Coordinator (Heike Holthaus)**
  - The Proofreading Pool was renamed as the Collaboration Pool in early 2023.
  - Its purpose is to offer the opportunity to find someone to work with on proofreading and translation projects.
  - The collaborating organizations (GLD and Universitas) now include ITI's Gernet in the UK.
  - Membership doubled from 50 to 104 when the LinkedIn group was made public. Making it public increased vetting efforts, but this remains manageable.
  - Engagement is low despite good membership numbers. Heike hopes to increase engagement by enabling an automatic response to new members that asks them to introduce themselves, shares the rules with them, etc., and by holding a meeting once or twice a year, giving members the chance to state why they joined and what they hope to get out of it. Universitas also has a new and reportedly very active president, whom Heike is hoping to hear from.
- **Report on GLD Website (Web Managers Robin Limmeroth (until 3/2023) Randal Gernaat (as of 4/2023), report delivered by Robin Limmeroth)**



- Robin reported on her and Karen's January 2023 brainstorming weekend and ensuing website relaunch of the English version, followed by the German version (completed in part by Randal after he assumed the Web Manager position), and its positive acceptance among GLD members.
- In terms of content, blog posts were published throughout the year, with the frequency increasing with the start of the weekly Friday series introducing the members of the GLD Leadership Council in January 2023. The History of the GLD was researched and continuously updated, the spring issue of *interaktiv* uploaded to the website and promoted on the blog, and a section with information about ATA64 was added. The Archive on the website was continuously updated (Annual Meeting Minutes, List Owner Report, Minutes from additional division meeting, Member Conference Presentations, etc.), offering great value to the GLD members.
- Robin developed a guide to managing the website for the new Web Manager (intended to be expanded and retained as institutional knowledge) and held a tutorial with the upcoming Web Manager, Randal Gernaat, over Zoom in March.
- Robin reported that Randal has been doing a fantastic job since taking over the position.
- Randal's tenure as Web Manager began on April 1st. Randal began working with ATA's external tech consultant on some outstanding GLD website issues, including running backups of the website and updating out-of-date software and plugins. He reported on the technical difficulties in performing these activities and frequent crashes of the website.
- ATA headquarters decided to go for a longer-term fix: moving to a new server for division websites. This process was more or less completed on June 30, but the problems continued with the website running very slowly, not loading on certain browsers, and going offline altogether. Work was stopped until a more stable website could be assured. Stable service seems to have been restored at the end of August and the website has been functioning well over the past couple of weeks. With the move and other changes, website backups are now automatic, so Web Managers no longer needed to run manual backups.
- Randal reported the following content: Regular Friday blog posts (whenever the website cooperated), updating of the GLD History PDF to include latest members and statistics, and updating Leadership Council profiles as necessary.
- Randal also thanked Robin for turning over the website in excellent shape. Before the website issues in May, he had started to review all of the individual website pages comparing English and German websites (noting/fixing any discrepancies or needed translations as a result of the relaunch).
- A second priority was flagging or standardizing the way we handle gender on German websites, with the decision to follow the *interaktiv* style guide on the website: try to avoid gender-specific terminology and use neutral language wherever possible, and use the *Gendersternchen* to indicate inclusivity: *Übersetzer\*innen* instead of *ÜbersetzerInnen* or *Übersetzer/innen*.
- Karen added that the GLD is always happy to share members' blogs on the website blog, as well as other interesting information. In a GLD Zoom Social titled "Books & Other Readings That Inspire You and Me" it was revealed that a lot of members have translated literature. Members are encouraged to contact Karen or Robin if they have



something to share. As Karen stated, “What you are doing is more interesting than you think.”

- Karen also praised Digital Events Coordinator Katrin Ripple Galati for the creation of our GLD logo in January 2023, now used on the website and all social media.
- **Report from European Coordinator (Dr. Ellen Yutzky-Glebe)**
  - Ellen reported on the GLD Members in Europe workshop in Mainz in March 2023 and thanked Karen Leube, Robin Limmeroth, Kristina Cosumano, and Matt Baird for organizing the workshop, as she herself was on sabbatical abroad, returning shortly before the workshop.
  - The workshop featured guest speaker Jay Marciano, who spoke about how MT/AI are shaping our industry and offered suggestions to adapt, there was an MT panel discussion featuring Daniel Sebesta and Kelly Neudorfer, and various breakout sessions.
  - Ellen expressed thanks to ATA for the financial support of the workshop.
  - The next GLD Members in Europe workshop was announced, and will take place February 2-4, 2024, in Leipzig, Germany, with Angela von Frieling and Monika Roehl functioning as organizational helpers. Seminar rooms have been booked at the university, and the recommended hotel is the Premier Inn (Oper). Costs and registration are not available yet (target: mid-October).
  - Karen reminded everyone that the workshop is open to anyone in the GLD, with members attending in the past from other European countries and the US. She also mentioned that the workshop offers a great place to float potential sessions for the ATA conference.
- **Report from Social Media Coordinator (Noah William Alter, who took over the position from Ilona Friedman in April 2023, report delivered by Karen Leube)**
  - Karen published the LinkedIn page on January 30, 2023, and it began to steadily gain followers. The new SMC, Noah William Alter, took over posting on the account in May 2023. Followers numbered 1,219 as of September 2023.
  - The GLD’s social media presence includes LinkedIn, Twitter, and Facebook; GLD blog posts are shared to all three platforms. It is designed to encourage peer-to-peer knowledge-sharing and networking.
  - Contributions and ideas for links and posts in German and English are welcome, please contact Noah.
  - Noah is also working on a GLD Pennsylvania Dutch panel on LinkedIn, together with Kutztown University and the German Consulate in New York, more information will follow as this takes shape.
- **Report from the Digital Events Coordinators (Erin Riddle and Katrin Rippel Galati, report given by Katrin, as Erin was unable to attend)**
  - Katrin introduced herself and Erin: Erin works from D-E, Katrin from E-D, and they both live on the US East Coast.
  - Upon accepting the positions in late 2022, they met and shared their ideas related to GLD digital events, brainstorming a process for structuring events and managing files and templates to create to coordinate events and communicate with the membership, and tapping into the valuable input of results of the extensive summer 2022 GLD member survey.



- They thanked the GLD Leadership Council and the ATA for providing support in the form of meeting and broadcast platforms to communicate with members.
- GLD digital events fall into two categories: Social and Educational. Social events are theme-based with a basic structure: a mini presentation starts the event to foster social interaction and keep it dynamic, with breakout rooms for smaller groups and greater interaction.
- An easy-to-use sign-up page created with Mailerlite email marketing software was used to create page and mail templates, support the membership verification process, and automate email outreach. A survey after the event enables the DEC's to understand what attendees liked/disliked and to optimize future events.
- The digital meeting space is a platform for all GLD members and for those who want the opportunity, it also offers the chance to prepare for educational presentations and practice their speaking/teaching/presentation skills.
- Events offered included:
  - January 23, 2023 | Social Event (in English): “Learn About Your GLD Member Benefits & the Many Ways to Use Them”
  - February 20, 2023 | Educational Event (in English): “Learn About the ATA Certification Exam and How to Prepare for It”
  - April 1, 2023 | Educational/Social Event (in English): “Why not You!? – Tips for Presenting at the ATA conference or other public speaking events”
  - May 30, 2023 | Co-Working Event (in German): This was the first of what will be a monthly event dedicated to taking some time to work ON your business instead of IN your business
  - August 26, 2023 | Virtual Social (in English): “Books & Other Readings That Inspire You and Me”
  - August 31, 2023 | Co-Working Event (in German)
- Future events include:
  - September 27, 2023; October 19, 2023; November 23, 2023 | Co-Working Events (in German)
  - November 9, 2023 | Webinar (in German): “Leichte Sprache als Schlüssel zu Informationen – ein kurzer Überblick über ein Konzept im Wandel”, Referentin: Inga Schiffler
- Events are announced via email broadcast by the ATA, on the GLD listserv, on the GLD website, and on all GLD social media channels (LinkedIn, Facebook, and X (Twitter)).
- The DEC's want to hear from members, and encourage them to share their expertise about our profession. Please note that we are not provided with funds to pay speakers for internal GLD events and rely on GLD volunteers to share their thoughts and experiences to support one another. Katrin and Erin are happy to help if members would like to brainstorm ideas, are unsure about a topic, or want feedback.
- They have prepared an online form for members to suggest a topic they would like to present on or one they would like to learn more about:  
[https://docs.google.com/forms/d/1iM6qeZkN-Hu4POCwqoxWKbMCAUyHdW2eN5U9aH\\_i7Mk/edit](https://docs.google.com/forms/d/1iM6qeZkN-Hu4POCwqoxWKbMCAUyHdW2eN5U9aH_i7Mk/edit)



- Erin is currently forming a study group for the German-to-English ATA certification exam. If you are interested in joining, contact Erin at [erin@erinriddle.com](mailto:erin@erinriddle.com)
- Karen added that the GLD would like to host more webinars in German (noting that the Annual Meeting must be held in English), that Katrin hosts the German digital events, Erin the English ones, and that participants are always welcome to speak in whichever language they feel most comfortable with.
- **Report from GLD Listmaster (Rainer Klett)**
  - Rainer officially took over as Listmaster on January 1, 2023, but was shadowing Gerhard Preisser and already working behind the scenes in late 2022, completing the daunting task of cleaning up the list by deleting invalid emails and emails of non-members, reducing the number of actual listserv subscribers from 463 to 296. Rainer reported that the listserv has exactly 300 subscribers as of the date of this meeting.
  - Rainer thanked everyone for their engagement on the listserv, stating that the many and varied questions, hints, information, and contributions testify to the commitment of our members, and that a courteous tone is such a given that it makes his job as Listmaster a breeze. He only had to intervene once in the last 10 months to remind a poster of our netiquette because of a disrespectful remark.
  - He mentioned that the truly diverse contributions to the GLD list include more than terminology issues, also covering questions about grammar and spelling, as well as questions about differences between U.S. English and British English, and of course those between Germany, Austria, and Switzerland. The increasingly fluctuating order situation that affects many of us is also addressed; questions about software and artificial intelligence and cultural issues are come up frequently. He mentioned how amazing it always is how much different perspectives enrich a discussion and how we are all willing to broaden our horizons and learn from each other instead of just wanting to be right.
  - Rainer gave an entertaining report on the various topics that made their way into the listserv, including *Mehrwertsteuer für Dolmetscheraufträge*, *Internationale Geldüberweisungen*, *Nikolaustag*, *Studiengruppe für die ATA-Zertifizierung*, *CAT Tools*, *Maschinenübersetzung*, *Leichte Sprache*, *Kurrent- und Sütterlinschrift*, *Diktierfunktion*, *Gendern*, *Plattdeutsch-Dolmetschen*, and *ChatGPT*, as well as the terminology, including *Überschussvorausmaßnahmen*, *Konsensmäßigkeit*, *Wertschöpfung*, *Ringvorlesung*, *Impressum*, *Bildmillimeter*, *Boliden*, *Conspiracy*, *Lawbrary*, *wet dam*, *Öfter versus öfters*, *Offene Türen einrennen*, *Wechselseitig bedingt*, *Im Streitfall*, *Krankenpfleger*, *ein teurer Spaß*, *Umbug*, *Sachbearbeiter*, *ghostwriter*, and *undivided interest*.
  - His Listmaster report will be uploaded to the “Archive” section of the website and the “Files” section of the listserv for anyone who wishes to read it.

## **RECOGNITIONS**

- Karen recognized the following contributions to the GLD:
  - Thanks to the 2022-2023 GLD Leadership Council for their service.
  - Thanks to Carlie Sitzman, Gerhard Preisser, and Ilona Friedman for their service on the LC over the years.
  - A special thanks to Ruth Boggs, a previous Administrator who was and is willing to stay on as a consultant.
  - Welcome to new LC members, Consultants Megan Falk and Andrew Belisle.



- Thanks to Melanie Meyer for organizing the English-German Certification Exam study group and congratulations for passing the exam in August.
- Thanks to Tatjana Dujmic and Kerstin Trimble for reviewing/translating content for the GLD website.
- Thanks to Robin Limmeroth for hosting the GLD Members in Europe workshop in Mainz in March.

### **NEW BUSINESS**

- ATA's 65<sup>th</sup> Annual Conference (Portland, Oregon, October 30-November 2, 2024):
  - Help planning the social is very welcome. Efforts will be made to avoid clashes (such as the LTD and GLD in Miami).
  - Members are encouraged to submit sessions.
- There are plans to establish a German-English Certification Exam study group (contact Erin Riddle).
- Election for Division Administrator and Assistant Administrator in 2024:
  - Announcement of Nominating Committee members: Volunteers must be a member of the GLD and may not be on the LC. Ruth Gentes Krawczyk and Daniel Sebesta have volunteered; a third volunteer would be highly appreciated.

*Note: During the meeting, a Zoom chat was opened where attendees could state their name and where they are located, as well as to enable questions, comments, and information to be shared. Questions and comments included the wish for an in-person/hybrid annual meeting, for the LTD and GLD dinner to be on separate dates, and questions about Q&A for the Certification Exam followed by the suggestion to write an article (co-authored with the Language Chair for English>German), and information shared included the agenda, the minutes, details on the ChatLTD Digital Social on September 27, a link to the LTD conference activities, and a link to book the Premier Inn Oper in Leipzig for the GLD in Europe Workshop.*

Karen thanked everyone for coming and concluded the meeting.

Robin Limmeroth, 09/25/2023